



WILLIAM T FUJIOKA  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

713 KENNETH HAHN HALL OF ADMINISTRATION  
LOS ANGELES, CALIFORNIA 90012  
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<http://ceo.lacounty.gov>

July 1, 2008

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS: AS-NEEDED  
ARCHITECTURAL ENGINEERING DESIGN AND DESIGN REVIEW SERVICES  
VARIOUS COUNTY PROJECTS  
AWARD CONSULTANT SERVICES AGREEMENTS  
(ALL DISTRICTS) (3 VOTES)**

**SUBJECT**

This action will replace existing agreements and increase the number of available as-needed architectural engineering design and design review consultants under contract to meet anticipated project workload.

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Award and authorize the Acting Director of Public Works to execute consultant services agreements with Frank R. Webb Architects; GKK Works; H. H. Fremer Architects, Inc.; J. C. Chang & Associates, Inc.; JTC Architects, Inc.; STV Incorporated; Tetra Design, Inc.; URS Corporation; Viniegra & Viniegra Architecture; and Wayne C. Siu Architects to provide as-needed architectural engineering design and design review services for various County projects for a two-year term with an option for an additional year for each firm. The agreements shall not exceed a \$500,000 fee each for an aggregate total of \$5 million.

Board of Supervisors  
GLORIA MOLINA  
First District

YVONNE B. BURKE  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

2. Authorize the Acting Director of Public Works, or his designee, to exercise the option of extending the contracts for an additional year with each firm.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The recommended agreements will allow the Department of Public Works (Public Works) to award, and exercise the optional one-year extension of, as-needed architectural engineering (A/E) agreements for the direct use of project managers to obtain A/E services for construction projects. In addition, the recommended actions will provide for supplemental A/E services for in-house design and design review services to expand the breadth of available expertise and the ability to meet project schedules during peaks in workload.

Public Works is currently challenged to provide A/E services for an increasing number of various types of projects that require A/E design services. Examples include the renovation/improvement of various County buildings, various Public Works' facilities, and County capital projects. The recommended consultant services agreements will augment Public Works' capacity to efficiently deliver capital projects and provide design and design review services within desired timeframes.

### **Implementation of Strategic Plan Goals**

The Countywide Strategic Plan directs that we provide Service Excellence (Goal 1) and Organizational Effectiveness (Goal 3) by better managing fluctuations and increases in workload while providing quality services in a responsive manner to our clients.

### **FISCAL IMPACT/FINANCING**

The contract period for each firm will be for two years with option for an additional year, to be exercised at the discretion of the Acting Director of Public Works or his designee. The value of each consultant services agreement is \$500,000, totaling \$5 million for the ten consultant services agreements.

Sufficient funds to finance these agreements are included in Public Works' Fiscal Year 2008-09 budget and will be included in Fiscal Years 2009-10 and 2010-11 Budget requests. Expenditures for services on capital projects incurred in the Facilities Project Management General Fund will be recovered through billings to the respective capital projects.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

A standard consultant services agreement, in the form previously approved by County Counsel, will be used. The agreements will be in compliance with the Chief Executive Officer's and your Board's requirements.

The agreements will contain terms and conditions supporting your Board's ordinances, policies, and programs, including but not limited to: County's Greater Avenues for Independence and General Relief Opportunities for Work Programs (GAIN/GROW), Board Policy No. 5.050; Contract Language to Assist in Placement of Displaced County Workers, Board Policy No. 5.110; Reporting of Improper Solicitations, Board Policy No. 5.060; Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law), Board Policy No. 5.135; Contractor Employee Jury Service Program, Los Angeles County Code, Chapter 2.203; Notice to Employees Regarding the Federal Earned Income Credit (Federal Income Tax Law, Internal Revenue Service Notice 1015); Contractor Responsibility and Debarment, Los Angeles County Code, Chapter 2.202; and the Los Angeles County's Child Support Compliance Program, Los Angeles County Code, Chapter 2.200; and the standard Board-directed clauses that provide for contract termination or renegotiation.

Data regarding the consultants' minority participation is on file with Public Works. The consultants were selected upon final analysis and consideration without regard to race, creed, gender, or color.

The agreements include a cost-of-living adjustment provision in accordance with your Board policy, which was approved on January 29, 2002.

### **ENVIRONMENTAL DOCUMENTATION**

A finding of environmental impact is not required for award of the consultant services agreements for this scope of work.

### **CONTRACTING PROCESS**

On January 22, 2008, Public Works issued a Request for Proposals (RFP) to 20 firms. On February 19, 2008, 17 firms responded to the RFP. An Evaluation Committee, consisting of Public Works' technical and project management staff, evaluated the proposals. Evaluation of the firms was based on technical expertise, proposed work plan, experience, personnel, qualifications, and understanding of the work requirements. These evaluations were completed without regard to race, creed, color, or gender. Based on their review and evaluation of the proposals, the Evaluation Committee recommended Frank R. Webb Architects; GKK Works; H. H. Fremer Architects, Inc.; J. C. Chang & Associates, Inc.; JTC Architects, Inc.; STV Incorporated; Tetra Design, Inc.; URS Corporation; Viniegra & Viniegra Architecture; and Wayne C. Siu Architects as the best qualified firms to perform the specified services.

As requested by your Board on February 3, 1988, the RFP was listed on the Doing Business with Us website. A copy of the website posting is attached for your reference. Frank R. Webb Architects'; GKK Works'; H. H. Fremer Architects, Inc.'s; J. C. Chang & Associates, Inc.'s; JTC Architects, Inc.'s; STV Incorporated's; Tetra Design, Inc.'s; URS Corporation's; Viniegra & Viniegra Architecture's; and Wayne C. Siu Architects' Community Business Enterprises participation data and three-year contracting histories are on file with Public Works.

Public Works has evaluated and determined that the Living Wage Program (County Code Chapter 2.201) does not apply to the recommended agreements. These agreements are exempt from the requirements of Proposition A because the services are required on a part-time and intermittent basis.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

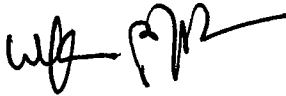
There will be no negative impact on current County services or projects during the performance of the recommended consultant services.

The Honorable Board of Supervisors  
July 1, 2008  
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**CONCLUSION**

Please return one adopted, stamped copy of this letter to the Chief Executive Office, Capital Projects Division, and one to the Department of Public Works, Architectural Engineering Division.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'WTF', followed by a stylized flourish.

WILLIAM T FUJIOKA  
Chief Executive Officer

WTF:DDE:DL  
JSE:DJT:RB:zu

Attachment

c: County Counsel  
Department of Public Social Services (GAIN/GROW Program)  
Department of Public Works

### Bid Detail Information

**Bid Number :** AED0000033  
**Bid Title :** As-Needed Architectural and Engineering Design and/or Design Review Services for Various Projects  
**Bid Type :** Service  
**Department :** Public Works  
**Commodity :** ENGINEERING - AGRICULTURAL  
**Open Date :** 1/22/2008  
**Closing Date :** 2/19/2008 5:00 PM  
**Bid Amount :** N/A  
**Bid Download :** Not Available  
**Bid Description :** This posting is intended for informational purposes and only the firms listed below (selected by the Architectural Evaluation Board) may respond to this Request for Proposals.

The County of Los Angeles Department of Public Works (Public Works) is inviting proposals from qualified architectural and engineering firms to provide as-needed architectural and engineering design and/or design review services for various projects located in Los Angeles County, California.

ALEKS ISTANBULLU ARCHITECTS  
 CHRISTOFI ARCHITECTS  
 CLAREMONT ENVIRONMENTAL DESIGN  
 FRANK WEBB ARCHITECTS  
 · H H FREMER ARCHITECTS  
 · GKK WORKS  
 · GONZALEZ GOODALE ARCHITECTS  
 · JC CHANG & ASSOCIATES  
 · JTC ARCHITECTS  
 LEHRER ARCHITECTS  
 MYOSHI MORIOKA  
 PICKARD ARCHITECTS  
 RACHLIN ARCHITECTS  
 RANDALL STOUT ARCHITECTS  
 SPARANO & MOONEY ARCHITECTURE  
 · STV INCORPORATED  
 · TETRA DESIGN  
 · URS CORP  
 · VINIEGRA & VINIEGRA ARCHITECTURE  
 WAYNE C SIU ARCHITECTS

Information on the AEB and the selection process may be found at [www.lacaeb.com](http://www.lacaeb.com).

Questions regarding the RFP should be directed to the contact listed below.

**Contact Name :** Grace Stohs  
**Contact Phone# :** (626) 979-5311 Ext: fax  
**Contact Email :** [gstohs@dpw.lacounty.gov](mailto:gstohs@dpw.lacounty.gov)  
**Last Changed On :** 1/22/2008 2:29:05 PM

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